BOURBONNAIS PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

RECORD OF REGULAR BOARD MEETING PROCEEDINGS

April 20, 2026

Board President David Stejkowski called to order the regular meeting of the Board of Trustees of the Bourbonnais Public Library to order at 7:00 p.m. on Monday, April 20, 2026.

Trustees Present: Mary Kay Blankestyn, Jen Corke-Kafer, Laurie Hofman, Jessica Pretkowski, Ellen Stringer, and David Stejkowski. Trustee Kate Burgess was absent.

Also Present: Library Director Kelly McCully and Assistant Library Director Stacey VanKley.

Introduction of Visitors and Public Comment: None

Review Agenda for Additions & Changes: None

Consent Agenda- Action:

Approve March 16, 2026 minutes

Approve Financial Report and payment of bills for March, 2026

Approve check registers

A motion to approve the Consent Agenda was made by Blankestyn, and seconded by Prentkowski. Blankestyn, Corke-Kafer, Prentkowski, Stringer, and Stejkowski voted in favor of the Consent Agenda by roll call.

Officer's Reports: None

Correspondence & Communications: None

Director's Report: This week is Love Your Library Week. The Village of Bourbonnais came today for a visit, took pictures, and indicated support of the Library. Some Staff Recognition events will take place this week.

Trustees were reminded to fill out their Statement of Economic Interest forms with the Kankakee County Clerk before April 30, 2026.

The tax computation report was received from the county. The Library will receive a 0.1567 tax rate, which represents a 3.35% increase. This is approximately $19,000 less than the District requested.

Annual reviews of staff are currently being completed. Staff are working on completing their continuing education hours to meet their annual requirements.

The technology grant money received from the State of Illinois in the amount of $27,500 is being used for a new scanner, new children's play area computers, a cashless print release kiosk, and the server technology upgrades in the attached Outsource Group bill.

The State of Illinois will be conducting an onsite audit.

The carpets were cleaned on April 19, 2026, and the yearly sprinkler system check was conducted.

Committee Reports:

Finance: Will need to meet in May

Personnel: Just met prior to this meeting

Policy:

Building & Grounds: Minutes from March meeting attached

Long Range Planning:

Old Business: McCully reported that the Library continues to work with financial advisor Jamie Rachlin on long-term financial planning, including reviewing the District's operational needs, available resources, and future funding challenges.

New Business: Stejkowski made a motion to approve the Carlisle Project for services outlined in their proposal; seconded by Blankestyn. This is for a Library Expansion Project Design. The motion was affirmed by a roll call of 6 ayes from Blankestyn, Corke-Kafer, Hofman, Prentkowski, and Stejkowski.

A motion was made by Hoffman to approve the Intergovernmental Agreement with the Bourbonnais Elementary School District 53 for shared use of their parking lot for BPLD overflow. The motion was seconded by Prentkowski and affirmed by a roll call of 6 ayes from Blankestyn, Corke-Kafer, Hofman, Prentkowski, and Stejkowski.

McCully explained the details of the new contract with Outsource Group for upgraded server technology. Prentkowski made a motion to accept the contract at a cost of $21,782.36. Blankestyn seconded the motion, which was affirmed by a roll call of 6 ayes from Blankestyn, Corke-Kafer, Hofman, Prentkowski, and Stejkowski.

VanKley presented details of the Love Your Library BPLD Visibility Campaign. Patrons will be able to participate in a community scavenger hunt and earn prizes. Community businesses were asked to partner with BPLD for this campaign.

A community survey is available, and McCully asked that all trustees fill it out, using the QR code, and encouraged trustees to share the code to help increase feedback. McCully and VanKley presented additional information about how the BPLD Information Campaign Timeline will come to fruition.

Stejkowski made a motion to approve the 2026-27 Wage Scale. The motion was seconded by Blankestyn, and approved by a roll call vote of 6 ayes from Blankestyn, Corke-Kafer, Hofman, Prentkowski, and Stejkowski.

Public Comment: None

Adjournment: Motion to adjourn was made by Blankestyn and seconded by Stejkowski at 7:59 p.m., and affirmed by 6 ayes.

Respectfully submitted,

Ellen Stringer
Treasurer & Acting Secretary